

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 1997 - JUNE 30, 1998**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: South Bay Municipal Court

Division/Unit: All

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEER (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol. <u>29</u>	Hours <u>2,393</u>	x	\$ <u>13.74</u>	=	\$ <u>32,879.82</u>
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Types of work performed by GENERAL VOLUNTEERS in this category: _____

- b. INSTITUTIONAL VOLUNTEER (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol. <u>0</u>	Hours <u>0</u>	x	\$ <u>0</u>	=	\$ <u>0</u>
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category: _____

N/A

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

	<u>Position</u>	<u>Hours</u>	x	<u>VCL</u>	=	<u>Dollar Benefit</u>
1421	<u>Pro-Tem Judge</u>	<u>744</u>	x	<u>43.60</u>	=	<u>\$ 32,438.40</u>
(1)	<u>Coordinator - TRC Clinic</u>	<u>360</u>	x	<u>19.78</u>	=	<u>\$ 7,120.80</u>
	_____	_____	x	_____	=	\$ _____
	_____	_____	x	_____	=	\$ _____
	_____	_____	x	_____	=	\$ _____

No. Vol. <u>43</u>	Total Hours <u>1,104</u>	Total Value \$ <u>39,559.20</u>
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Types of work performed by SPECIALIZED VOLUNTEERS in this category: Preside over Small Claims Trials and assist public in completing temporary restraining orders.

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a:	<u>29</u>	<u>2,393</u>	\$ <u>32,879.82</u>
2b:	<u>0</u>	<u>0</u>	\$ <u>0</u>
2c:	<u>42</u>	<u>1,104</u>	\$ <u>39,559.20</u>

TOTALS:	<u>72</u>	<u>3,497</u>	\$ <u>72,439.02</u>
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
Book marks	\$ <u>1.00</u>	MUSCULI PASSCO	\$ <u>1,250.00</u>
Greeting cards	\$ <u>5.00</u>		\$
Pins	\$ <u>30.00</u>		\$

TOTAL VALUE	\$ <u>1,296.00</u>
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4. VOLUNTEER PROGRAM COSTS:

- a. Cost of Direct Supervision of Volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 375 x Rate 18.35 = \$ 6,881.25

- b. Cost of Program Coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

MYP
Curriculum

$$\begin{array}{rclcl} \text{Hours} & \frac{755}{300} & \times & \text{Rate} & \frac{19.30}{16.84} = \end{array}$$

$$\frac{14,475 + 5,052}{19,527.00} =$$

c. Other program costs (volunteer Training materials/supplies, recognition costs, etc.):

Item

Cost

TOTAL OF OTHER PROGRAM COSTS

$$= \$ \underline{\underline{0}}$$

d. TOTAL OF VOLUNTEER PROGRAM COST
(add 4a, 4b, and 4c)

$$= \$ \underline{\underline{26,408.25}}$$

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) $\$ \underline{\underline{72,439.02}}$

b. Total of Donations to Volunteer Program, Item 3 (Page 2) $\$ \underline{\underline{1,296.00}}$

ADD a + b $\$ \underline{\underline{73,735.02}}$

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) $(\$ \underline{\underline{26,408.25}})$

TOTAL PROGRAM BENEFIT $\$ \underline{\underline{47,326.77}}$

6. **RECRUITING:**

Please describe your recruiting programs. Pro-Tem Judges are sought through the S.D. Bar Association. Our general volunteers are primarily recruited through speaking engagements & contacts with local junior colleges & high schools. We also benefit from word of mouth referrals.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

N/A

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 1998-99:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

- Update SMC Volunteer Handbook.
- Recruit additional bilingual volunteers through County Television Network.
- Develop volunteer brochure which can be distributed at community events.
- Expand website as an additional recruitment tool.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Michelle Peters

Phone Number: (842) 691-4925 Mail Stop: S-11 E-Mail: MPETERS

Volunteer Coordinator: Same as above.

Phone Number: _____ Mail Stop: _____ E-Mail: _____

10. **DEPARTMENT CERTIFICATION:**


DEPARTMENT HEAD SIGNATURE

7-30-98
DATE